

Quotation Request //

US Government Publishing Office

Southeast Region
infosoutheast@gpo.gov
Washington DC 20401-0000

JACKET:724-325 R-1

Quotations are Due By:
(Eastern Time)11:00 AM on 06/12/2023

Submit Quotes Online, unless otherwise instructed, via: <http://contractorconnection.gpo.gov/openjobs.aspx>
Contractor must provide mandatory W-9 form before GPO makes payment.

TITLE: AMP PROGRAM MANUAL

QUANTITY: 1 Coil/Spiral-Bound Books*

****REBID (R-1) - CHANGE TO A QUANTITY QUOTE REQUEST - (R-1) REBID****

***Fixed Price-Indefinite Quantity Contract:**

(1) Award will be based on the largest quantity offered for a total of \$881.00. Potential vendors must submit the fixed price of \$881.00 plus the quantity in the "Comment" field) that they will produce for the fixed price.

(2) In the event of a tie quantity, the award will be determined by the overall lowest discounted cost.

(3) Additionally, a cost must be submitted for each additional (each, 100 or 1,000) copies.

(4) This is fixed cost contract. If Author's Alterations are made during the proofing stage, the total quantity will be reduced in accordance with the contractor's quoted additional rate to offset the cost of the Author's Alterations.

SUBMISSION OF QUOTES: Vendor to submit quotes via Quick Quote

(<https://contractorconnection.gpo.gov/OpenJobs.aspx>). Late quotes will not be accepted. All problems submitting quotes via Quick Quote must be reported prior to bid opening time to (404) 605-9160.

TRIM SIZE: 8-1/2 x 11"

PAGES: 192 text pages + 2-piece cover

SCHEDULE:

Furnished Material will be available for pickup by 06/13/2023

Deliver complete (to arrive at destination) by 07/14/2023

F.O.B. destination

NOTE: Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail to Karla Pickett (karla.pickett@va.gov) and GPO Southeast (infosoutheast@gpo.gov). The subject line of this message shall be "Distribution Notice for Jacket 724-325, Req 3-324325". The notice must provide all applicable tracking numbers, shipping method, and title. Contractor must be able to provide copies of all delivery, mailing, and shipping receipts upon agency request.

QUALITY LEVEL: 3 Quality Assurance Through Attributes (GPO PUB 310.1, effective May 1979 (Rev. 9-19)) applies.

DESCRIPTION:

Acetate cover: No printing.

Text prints full color matter via 4-color process.

Back cover: No printing.

NOTE: At contractor's option, the product may be produced via conventional offset or digital printing provided that Quality Level 3 standards are maintained.

MATERIAL FURNISHED: Contractor to pickup at GPO. See below.

Electronic Media -

Platform: Unknown

Storage Media: File to be emailed at time of award.

Software:

- One PDF file furnished.
- Contractor **MUST** have the ability to edit PDF files.
- Contractor is not to request that files be converted to a different format. If contractor wishes to convert files to a different format, the final output must be at the same or higher quality.

Output:

- If printing via offset: High resolution output of 133 line screen.
- If printing digitally: Highest output resolution.

Fonts: Fonts embedded/embedded subsets furnished.

Colors identified as CMYK.

Additional information:

Identification markings such as register marks, commercial identification marks of any kind, etc., except GPO imprint, form number and revision date, carried in the electronic files, must not print on the finished product.

Prior to image processing, the contractor shall perform a basic check (preflight) of the furnished media and publishing files to assure correct output of the required reproduction image. Any errors, media damage or data corruption that might interfere with proper file image processing must be reported to your contract administrator.

The contractor shall create or edit any necessary trapping, set proper screen angles and screen frequency, and define file output selection for the imaging device being utilized. Furnished files must be imaged as necessary to meet the assigned quality level.

When Postscript Files are not furnished - prior to making revisions, the contractor shall copy the furnished files and make all changes to the copy.

Upon completion of each order, the contractor must furnish final production native application files (digital deliverable) with the furnished media. The digital deliverables must be an exact representation of the final product and shall be returned on the same type of storage media as was originally furnished. The

Government will not accept, as digital deliverables, any proprietary file formats other than those supplied, unless specified by the Government.

PAPER: * Must be in accordance with JCP Paper Specification Standards in effect on date of this order

- Front Cover Overlay: Clear Acetate - approx. 7-10 mil thick
- Text: JCP Code* A240, Matte-Coated Text, White, Basis Size 25 X 38", Basis Weight 70
- Back Cover: Black Latex Impregnated Stock, approx. 16-17 mil thick

COLOR OF INK: Ink Must Contain a Minimum of 20% Vegetable Oil

4-color process

PRINT PAGE: Head to Head

MARGINS:

Follow file setup, adequate gripper.

PROOFS:

Deliver the following proofs to the department on or before June 16, 2023. Contractor MUST return all Government furnished materials with the proofs.

Contractor is responsible for all costs incurred in the delivery and pickup of proofs. All proofs will be withheld not longer than 7 workdays from date of receipt by the Government** to date proofs are MADE AVAILABLE FOR PICKUP by the contractor. It is the responsibility of the CONTRACTOR to make the necessary pickup arrangements when notified that the reviewed proofs are available. If an overnight delivery carrier (i.e. UPS or Fed Ex) is to be used, contractor MUST include a fully completed return airbill (prepaid by the contractor) with the delivered proofs.

**NOTE: The date of receipt by the Government is NOT considered the first workday.

Contractor furnished proof approval letters will not be recognized for proof approval/disapproval. Only GPO generated proof letters will be recognized for proof approval/disapproval. Contractor must not print prior to receipt of an "OK to print".

- One set(s) of digital color one-off proof created using the same output device that will be used to produce the final printed product on the actual production stock. Proofs shall be collated with all elements in proper position (not pasted up), imaged face and back, trimmed and folded to the finished size/format of the product, as applicable. Proof will be used for color match on the press on the production run.

BINDING:

- Trim 4 sides.
- After printing, collate covers and text punch suitable along the entire 11" dimension and bind with suitable sized black plastic coil/spiral binding.

PACKING:

Pack suitable per shipping container.

DISTRIBUTION:

- Deliver proofs and all copies to: Karla Pickett (850-912-2182), Physical Therapy P-117, 790 Veteran's Way, Pensacola, FL 32507.

QUALITY ASSURANCE LEVELS AND STANDARDS: The following levels and standards shall apply to these specifications:

Inspection Levels (from ANSI/ASQC Z1.4):

(a) Non-destructive Tests -- General Inspection Level I.

(b) Destructive Tests -- Special Inspection Level S-2.

Specified Standards-- The specified standards for the attributes requiring them shall be:

ATTRIBUTE	SPECIFIED STANDARD	ALTERNATE STANDARD*
P-7. Type Quality and Uniformity	Ok'd Proofs	
P-10. Process Color Match	Ok'd Proofs	

*In the event that the Specified Standard is waived, the Alternate Standard will serve as its replacement.

- All GPO publications referenced in these specifications are available on the internet via the GPO web-site, <http://www.contractorconnect.gpo.gov>.

- **PREAWARD SURVEY:** In order to determine the responsibility of the prime contractor or any subcontractor, the Government reserves the right to conduct an on-site preaward survey at the contractor's/subcontractor's facility or to require other evidence of technical, production, managerial, financial, and similar abilities to perform, prior to the award of a contract. As part of the financial determination, the contractor in line for award may be required to provide one or more of the following financial documents:

- 1) Most recent profit and loss statement
- 2) Most recent balance sheet
- 3) Statement of cash flows
- 4) Current official bank statement
- 5) Current lines of credit (with amounts available)
- 6) Letter of commitment from paper supplier(s)
- 7) Letter of commitment from any subcontractor

The documents will be reviewed to validate that adequate financial resources are available to perform the contract requirements. Documents submitted will be kept confidential, and used only for the determination of responsibility by the Government. Failure to provide the requested information in the time specified by the Government may result in the Contracting Officer not having adequate information to reach an affirmative determination of responsibility.

- **PAYMENT:** Submitting invoices for payment via the GPO fax gateway (if no samples are required) utilizing the GPO barcode coversheet program application is the most efficient method of invoicing. Instruction for using this method can be found at the following web address:
<http://winapps.access.gpo.gov/fms/vouchers/barcode/instructions.html>.

Invoices may also be mailed to: U.S. Government Publishing Office, Office of Financial Management, Attn: Comptroller, Stop: FMCE, Washington, DC 20401.

For more information about the billing process refer to the General Information of the Office of Finance web page located at <https://www.gpo.gov/how-to-work-with-us/agency/billing-and-payment>.

Attachment(s): NONE